

Appendix B

Commonwealth of Virginia Database Index Reporting Form									
1. Public Body Name & Numeric Code: DOE (201)	4. Point of Contact: Susan Williams								
2. Database Title: Student Enrollment /Completion (Voc. Ed.)	5. Phone Number: (804) 371-2924								
3. Database Acronym: CTERS	6. Signature & Date:								
<p>7. Database Description and Contents: <i>(Provide a brief narrative summary of the purpose for which the database is maintained in support of the business of state government and a description of the general contents of the database. Indicate known restrictions to public access.)</i></p> <p>The database developed in Oracle that maintains data on student enrollment by career and technical program area for federal reporting. Enrollments are reported by gender. Sub-population membership, special program participation and completers are also reported by program area.</p>									
<p><i>Note: Specific information relating to data fields, record/table layouts, and known restrictions to public access is maintained by the public body. Please contact the point of contact noted in Item 4 for further details.</i></p>									
8. Date of Last Update August 24, 2001	9. Frequency of Update: Daily, O Weekly, Monthly, Other: Annually								
<p>10. Formats Available and Schedule of Fees: <i>(Provide a description of each format in which the database is made available, and the cost, if any, of each format.)</i></p> <table border="0"> <thead> <tr> <th>a. <u>Format</u></th> <th>b. <u>Cost</u></th> </tr> </thead> <tbody> <tr> <td>Schema only – one copy</td> <td>\$65.00</td> </tr> <tr> <td>Additional copies</td> <td>\$0.05 per page</td> </tr> <tr> <td>Table Contents (ASCII format)</td> <td>\$65.00 per table</td> </tr> </tbody> </table>		a. <u>Format</u>	b. <u>Cost</u>	Schema only – one copy	\$65.00	Additional copies	\$0.05 per page	Table Contents (ASCII format)	\$65.00 per table
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Send completed form to The Library of Virginia, 800 East Broad Street, Richmond, Virginia 23219-1905 (Attn: Mary Clark).

5/30/97